

**Minutes
Windsor Town Council Meeting
Town Hall
September 9, 2010**

The Windsor Town Council met in a work session on September 9, 2010 at 7:00 p.m. in the Council Chamber of the Windsor Town Hall, Windsor, Virginia. Mayor Carita J. Richardson was present, and she called the meeting to order. She welcomed those who were present. She asked for anyone with cell phones to please turn them off. She asked the Clerk to call the roll. Terry Whitehead, Town Clerk, recorded the minutes. Michael Stallings, Town Manager, Interim Police Chief Reynolds, Dennis Carney, Planning and Zoning Administrator, and Joshua Pretlow, Jr., Town Attorney were present.

Council members present: Macon Edwards
 Patty Flemming
 Wesley F. Garris
 Durwood V. Scott
 Greg Willis

Council member absent: J. Clinton Bryant

Mayor Richardson gave the invocation.

Mayor Richardson said she would like to amend the order of the agenda, if it is agreeable with Council. She said she would like to have Interim Police Chief Reynolds brief Council on his suggestions regarding the Town of Windsor/Sheriff's Department MOU, and then go into Closed Session. It was the consensus of Council to amend the agenda as recommended.

Interim Police Chief Reynolds said that there is a good working relationship between the Town of Windsor Police Department and the Sheriff's Department tactical team. He said that the "Investigations" portion of the MOU needs updating. Interim Chief Reynolds discussed several incidences where the Sheriff's Department would do "selective" investigations within the Town, without communicating with the Town of Windsor Police Department. He said there have been several cases where a resident would call Sheriff Phelps personally, and request that he look into a matter, and there has been no notification to the Windsor Police Department. Interim Chief Reynolds said it is very frustrating to have a citizen call with a complaint regarding an investigation that has never been reported to the Windsor Police Department. He said that according to the law and the Virginia State Code, the Chief of Police for that jurisdiction of an incorporated Town is held liable and responsible for abiding by the Virginia State Code, investigations, and law enforcement.

Interim Chief Reynolds said that it is his belief that the MOU should be updated, and state very clearly that the Windsor Police Department is responsible for the investigations within the Town, unless the Windsor Police Department requests assistance by another jurisdiction.

Closed Session

Councilman Willis made a motion to go into closed session pursuant to Virginia Code Section 2.2-3711, A1 for personnel matters, Section 2.2-3711, A3 for the purpose of discussing real estate matters regarding property within the Town of Windsor, and Section 2.2-3711, A4 for Individual Privacy Questions. Councilman Scott seconded, and Council unanimously passed the motion as recorded on the attached chart as motion #1.

Councilwoman Flemming made a motion to go back into regular session. Councilman Edwards seconded, and Council unanimously passed the motion as recorded on the attached chart as motion #2.

Councilman Willis made a motion pursuant to Virginia Code Section 2.2-3712, Subsection D that Council discussed only public business matters lawfully exempted from open meeting requirements, and that Council heard, discussed, or considered only such business matters as were identified in the motion that Council passed to go into closed session. Councilman Scott seconded, and Council unanimously passed the motion as recorded on the attached chart as motion #3.

High Speed Rail

Mr. Stallings said that he met with Mr. Don Robertson, Isle of Wight County Assistant Administrator, and his GIS staff to discuss the process needed for the Town of Windsor and Isle of Wight County to support a passenger rail stop within the Town of Windsor. He said they discussed the possibility of having the proposed Bowers Hill Station relocated to The Town of Windsor. Mr. Stallings said they felt that the intermodal park would be an excellent selling point for moving the station to the Town of Windsor, due to the potential economic and employment benefits provided to those serviced by passenger rail.

Mr. Stallings said that he has called Mrs. Thelma Drake's office to make arrangements for a meeting with Council regarding the possibility of a train station in the Town of Windsor, but she was out of the office. He said that he has received a voice message back from Mrs. Drake, and she did express an interest in meeting with Council. He said that he would bring possible meeting dates before Council, as soon as he receives them. After further discussion between Staff and Council, it was the consensus of Council to have Mr. Stallings prepare a resolution in support of a train station within the Town of Windsor. Mr. Stallings said that he will have the resolution prepared for the next Council meeting.

Other

Mayor Richardson said that several Council members have had complaints from people within the community and outside of the community expresses their safety concerns regarding the lack of visibility at the intersection of North Church Street and North Court Street, due to overgrown bushes and trees in the line of site. After discussion among Council, Staff, and the Town Attorney, it was the consensus of Council to have the Town Manager and Town Attorney begin investigating all possible avenues to remedy the visibility problem at the corner of North Church Street and North Court Street. It was decided that this item should be placed on the agenda for the next Town Council meeting for formal consideration.

Mayor Richardson said that the Town Attorney would like to brief Council on his suggestions regarding the Town of Windsor/Sheriff's Department MOU. Mr. Pretlow said he feels that there should be better communication between the Town of Windsor and the Sheriff's Department regarding investigations. He said that the current MOU is extremely out of date. He said it may be in the best interest of the Town of Windsor Police Department to give notice to terminate the old MOU, and draft a new MOU between the Town of Windsor and the Isle of Wight County Sheriff's Department.

After discussion among Council, Staff, and the Town Attorney, it was the consensus of Council to notify the Sheriff's Department that The Town of Windsor wishes to terminate the existing MOU as of February 1, 2011, and begin working on a new MOU between the Town of Windsor and the Isle of Wight County Sheriff's Department. It was decided that this item should be placed on the agenda for the next Town Council meeting for formal consideration.

Mr. Stallings reviewed the Police Chief Selection Process.

Mayor Richardson said she would like to schedule a work session to develop a general plan for sidewalks within the Town. It was the consensus of Council to schedule a work session for October 26, 2010 at 7:00 p.m. in the Council Chamber to discuss various locations for sidewalks within the Town.

Councilwoman Flemming asked if cross-walks to the Windsor High School were in the Napolitano Group's site plans. Mr. Stallings said he was not aware of cross-walks to the Windsor High School, but he would check into this matter, and report back to Council.

Mr. Stallings said that the Town Attorney is working on a draft agreement with the Creasons for the easements and well closings they currently own along Old Suffolk Road and Tyler Dr., and it will be presented at the next Council meeting.

Mayor Richardson asked what progress has been made regarding the Town accepting the water system on Old Suffolk Road and Tyler Drive from the contractor. Mr. Stallings said the engineer reported to him that well #6 is very close to being accepted. Mr. Stallings said that it would be best to accept the well and the water lines on Old Suffolk Road and Tyler Drive at the same time. He said that the Health Department has done their final check on the well. Mr. Stallings said he is expecting to hear from the engineer soon as to when the Town can accept the well from the contractor. He said that he will notify Council, and send notices to the residents, as soon as he hears from the engineer.

Councilman Scott asked if a post office representative has contacted the Town to discuss the direction of the Windsor Post Office. Mr. Stallings said that he has not heard from anyone. He said that he will contact Mr. Frye, and report back to Council with any information he receives regarding a meeting.

Councilman Edwards made a motion to adjourn. Councilman Garris seconded, and Council unanimously passed the motion as recorded on the attached chart as motion #4. The meeting adjourned at 10:07 p.m.

Carita J. Richardson, Mayor

Terry Whitehead, Deputy Town Clerk

TOWN OF WINDSOR
RECORD OF
COUNCIL VOTES

Worksession

Council Meeting Date

Sept. 9, 2010

Motion #	Willis	Scott	Flemming	Edwards	Garris	Bryant	C. Richardson
1	y	y	y	y	y	Absent	
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Council Worksession
September 9, 2010
Jerry Whitehead - Deputy Clerk